

PARKS, PROPERTIES & STREETS COMMITTEE MEETING MINUTES
WEDNESDAY, APRIL 6, 2016
SISTER BAY FIRE STATION – 2258 MILL ROAD

The April 6, 2016 meeting of the Parks, Properties and Streets Committee was called to order by Committee Chair Dave Lienau at 2:17 P.M.

Present: Committee Chair Dave Lienau and members John Clove and Scott Baker. Sharon Doersching appeared by telephone.

Staff Members: Village Administrator Zeke Jackson, Facilities Manager Steve Mann, and Assistant Administrator Janal Suppanz.

Others: Ron Kane, Chris Milligan, Drew Bickford, Rob Zoschke, and Rick Wylie

Approval of Agenda:

A motion was made by Clove, seconded by Baker that the Agenda for the April 6, 2016 meeting of the Parks Committee be approved as presented. Motion carried – All ayes.

Approval of Minutes as published:

As to the minutes for the February 17, 2016 meeting of the Parks, Properties and Streets Committee:

A motion was made by Baker, seconded by Clove that the minutes for the February 17, 2016 meeting of the Parks, Properties and Streets Committee be approved as presented.

Comments, correspondence and concerns from the public:

Jackson noted that the Dog Park Group is going to be conducting a controlled burn on the Dog Park grounds in the near future. (The Fire Chief has been advised that this will happen.) He also read a letter which had been received from someone who wished to remain anonymous aloud. In that letter the writer states, "I have a unique thought. Do something for the taxpayer like stop over spending!! Remember the majority of people in Sister Bay are on fixed incomes with no raise in Social Security last year."

Rob Zoschke read a prepared statement aloud. In that statement Zoschke states that he is a member of the Waterfront Oversight Committee and was in the minority on a few of the issues which are mentioned on the documentation which had been included in the meeting packets. He disagrees with the recommendation that Park closure hours be eliminated and "quiet hours" instituted as a number of issues related to drinking and/or use of illegal drugs could arise. He also disagrees with the recommendation that dogs be allowed from the Village Hall to and including Marina Park. If such a regulation is enacted visitors will get the impression that dogs are allowed throughout the park even though applicable signage is erected. There is also potential for a number of health and safety issues to arise if dogs are allowed in the area of the park where weddings or special events are conducted.

Business Items:

Item No. 1. Presentation by Denise Bhirdo, the Chair of the Waterfront Oversight Committee, regarding the recommendations which have been formulated by that

Committee to date; Consider a motion for action if appropriate:

Denise Bhirdo indicated that documentation on which the recommendations which have been formulated by the Waterfront Oversight Committee to date were listed was included in the meeting packets, and the Committee members jointly reviewed that documentation. During the review process Lienau asked what type of product offerings the Waterfront Oversight Committee would accept RFP's for, and Bhirdo responded that if the Committee's recommendation is accepted there would not be restrictions on the type of product offerings which will be considered. RFP's would be solicited from local business owners as well as those from outside the area, and all of those RFP's would be carefully considered. There would, however, be a limit on the number of RFP's which will actually be accepted.

The Committee members asked that the Waterfront Oversight Committee define the duration of time that a portion of the beach would actually be closed for a beachfront wedding ceremony, and also asked that the Committee determine whether additional fees should be charged for that type of use. Doersching voiced concerns that the beach could actually be inaccessible for quite some period of time. Discussion then turned to the new bathrooms, and Bhirdo noted that she believes family bathrooms as opposed to men and women's bathrooms should be constructed.

It was the consensus that before any formal recommendations are made by the Waterfront Oversight Committee a working session at which the members of the Parks Committee and the Waterfront Oversight Committee are in attendance shall be conducted.

Item No. 2. Discussion regarding locations for fixed banner posts in the Village; Consider a motion to make a recommendation to the Plan Commission:

Since work commenced on the Bay Shore Drive Reconstruction Project there are a number of locations in the Village where 4' X 6' banner posts are located. Now that the construction work is nearing completion the Plan Commission has determined that some of those banner posts should be removed. This issue will not be addressed when work is done on the Wayfinding Signage Project. One alternative which has been suggested is that a digital sign be obtained, and if that option is considered Jackson is recommending that an LCD panel sign be obtained. The other option would be to allow two banner post locations – one in Gateway Park and one in Waterfront Park, and advertise recurring events on the street light banner arms.

During discussion Clove and Bhirdo indicated that they are opposed to installation of any type of digital signage, and it was eventually the consensus that special events should be advertised on the street light banner post arms.

A motion was made by Clove, seconded by Baker that there shall only be two designated banner post locations in the Village – one in Gateway Park and one in Waterfront Park, and the SBAA shall see that street light pole banners which pertain to recurring events are created. The Village will pay for any street light pole banners which are created and see that they are erected. Motion carried – All ayes.

Item No. 3. Review of the Facility Use Application and accompanying documentation which has been submitted by Paul Collins, the organizer of Door County Folk Fest; Consider a motion for action if necessary:

1 Door County Folk Fest will be conducted from July 14, 2016 through July 16, 2016, and a
2 Facility Use Application and accompanying documentation which had been submitted by
3 Paul Collins were included in the meeting packets.

4
5 Doersching indicated that she believes the organizers of Folk Fest should be charged
6 higher fees as they utilize a large portion of Waterfront Park. She also believes the amount
7 of space Folk Fest organizers are allowed to utilize should be limited.

8
9 *A motion was made by Clove, seconded by Baker that the Door County Folk Fest Facility*
10 *Use Application and accompanying documentation is all approved as presented. Motion*
11 *carried with Doersching opposed.*

12
13 **Item No. 4. Report on the status of the Village-Wide Rummage Sale and the Car Show**
14 **and turn over to private entities; Consider a motion for action if necessary:**

15 The Country Walk Owner's Association has agreed to take over the Car Show which will
16 be conducted on the Sunday of Memorial Day weekend, and Denise Bhirdo and Sharon
17 Doersching have agreed to take over the Rummage Sale this year. In the future that event
18 will be organized by the SBAA.

19
20 **Item No. 5. Review of the "goat fennial" options for pedestrian wayfinding signage;**
21 **Consider a motion for action if necessary:**

22 The Plan Commission has recommended that the goat fennial which is depicted on the
23 drawing contained on Page 20 of the meeting packets be utilized on the wayfinding
24 signage, but they would like to see the tail of the goat lowered a bit.

25
26 *A motion was made by Clove, seconded by Baker that the Parks Committee concurs with*
27 *the Plan Commission's decision regarding the preferred goat fennial for pedestrian*
28 *wayfinding signage. Motion carried – All ayes.*

29
30 **Item No. 6. Report from staff on parks, properties and streets activities:**

31 Mann gave the following oral report:

- 32 • A new sheet of steel has been obtained for the 2000 dump truck bed, and the
33 necessary repairs have been made. The tailgate of the 1997 dump truck also
34 needed repairs, and that work has likewise been completed. Mann publicly
35 thanked the owners of Hockers Construction for allowing the Maintenance
36 Department employees to do the repair work at their shop.
- 37 • The Little League Field scoreboard has arrived and will be installed soon.
- 38 • H & K Sports will be working on the baseball field and little league field in the near
39 future.
- 40 • The Bays sign has been ordered and should arrive soon.
- 41 • The flower boxes have been installed at the Post Office.
- 42 • Work should commence on seeding the sledding hill soon.
- 43 • A representative of Harbor Construction informed him that the Village "is on the
44 list", so work should commence on the Dog Park Waterline Project soon.

45
46 Jackson gave the following oral report:

47 • **Request from the SBAA for a movie screen**

48 The SBAA has requested that a fixed movie screen be installed at the Performance

Pavilion. Documentation regarding the preferred type of screen was included in the meeting packets.

A motion was made by Doerschling, seconded by Clove that the Village shall purchase the Da-Lite movie screen which is depicted on the documentation which had been included in the meeting packets and see that it is installed at the Performance Pavilion. The cost of the screen shall not exceed \$1,890.00 + the cost of shipping. Motion carried – All ayes.

- **Request from the SBAA for a second “temporary” volleyball court**

There is a lot of interest in the volleyball tournament which will be conducted during the Beach Grand Opening Ceremony and Paddlefest, and, therefore, the SBAA has requested that a second “temporary” volleyball court be installed. That event will be conducted on June 25, 2016.

A motion was made by Lienau, seconded by Baker that Mann shall see that a second “temporary” volleyball court is created in Waterfront Park for the Beach Grand Opening Celebration Volleyball Tournament. Motion carried – All ayes.

At 3:50 P.M. a brief recess was taken and the Committee reconvened at 3:59 P.M.

Item No. 7. Consider a motion to convene into closed session pursuant to Wis. Stats., §19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session:

At 4:00 P.M. a motion was made by Lienau, seconded by Baker that the Parks Committee convene into closed session pursuant to Wis. Stats., §19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session. A roll call vote was taken on that motion and the Committee members voted in the following fashion:

Baker – Aye; Clove – Aye; Doerschling – Aye; Lienau – Aye

Motion carried – All ayes.

Item No. 8. Consider a motion to reconvene into open session:

At 4:50 P.M. a motion was made by Lienau, seconded by Baker that the Parks Committee reconvene into open session. Another roll call vote was taken and the Committee members voted in the following fashion:

Baker – Aye; Clove – Aye; Doerschling – Aye; Lienau – Aye

Motion carried – All ayes.

Item No. 9. Consider a motion to take action, if required:

A motion was made by Clove, seconded by Baker that the Parks Committee recommends that the Concession Agreement with Bay Shore Outdoor Stores, Inc. which was reviewed at this meeting be approved as amended in closed session. Motion carried – All ayes.

1 *A motion was made by Baker, seconded by Clove that the Parks Committee recommends*
2 *that the Engineering Agreement with Robert E. Lee & Associates for the Braun Property*
3 *Parking Lot be approved subject to the provisions which were discussed in closed session.*
4 *Motion carried – All ayes.*
5

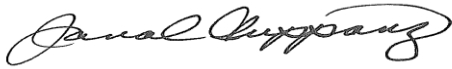
6 **Item No. 8. Discussion regarding matters to be placed on a future agenda or referred to a**
7 **committee, official or employee:**

8 *The next meeting of the Parks Committee was scheduled for Wednesday, May 11, 2016 at*
9 *2:00 P.M.*
10

11 **Adjournment:**

12 *A motion was made by Clove, seconded by Baker to adjourn the meeting of the Parks*
13 *Committee at 4:56 P.M. Motion carried – All ayes.*
14

15 Respectfully submitted,

16 

17 Janal Suppanz,
18 Assistant Administrator